

MINUTES

City Council
Pre-Agenda Session
Tuesday, February 23, 2021
Virtual Meeting

Members Present: Bert Lance-Stone, Mayor; Lewis Dorsett, Mayor Pro Tem; Council Members: Roger Blackwell, John Glass, Robert (Trey) Gray, Larry Warlick, and Tim Williams.

Members Absent: None.

Others Present: Zeb Holden, City Manager; Beth Koonce, City Attorney; Jason Miller, Planning Director; John Harrison, IT Director; Sam Crawford, IT Network Administrator; Jaime Cox, IT Specialist; Matthew Wells, Planning Administrator; Duncan Walser, Planning Technician; DJ Señeres, Stormwater Manager; and Susan Swaim, City Clerk.

Media Present: None.

Mayor Stone asked if there were any additions, deletions, or changes to the agenda as presented. Being none, Manager Holden mentioned that tonight's virtual meeting will be broadcast live on the City's YouTube channel. He explained that due to having public hearings on the agenda, Council will meet again on Thursday, February 25, 2021 at 7:00 p.m. to take official action on those public hearing items. He further mentioned that official action may take place on all other items on tonight's agenda.

Manager Holden outlined for Council items on the agenda. Discussion was had on the procedure for continuing the scheduled public hearings. Manager Holden shared that the City was awarded a \$135,000 grant from NCDEQ for an Asset Inventory and Assessment (AIA) of the existing sewer system which will identify maintenance priorities. He also shared that in the future, the City will be pursuing a similar grant to study the existing water system as well.

With no further discussion, Mayor Stone adjourned the February 23, 2021 Pre-Agenda session.

MINUTES
City of Archdale
City Council
Tuesday, February 23, 2021
Virtual Meeting

Members Present: Bert Lance-Stone, Mayor; Lewis Dorsett, Mayor Pro Tem; Council Members: Roger Blackwell, John Glass, Robert (Trey) Gray, Larry Warlick, and Tim Williams.

Members Absent: None.

Others Present: Zeb Holden, City Manager; Beth Koonce, City Attorney; Jason Miller, Planning Director; John Harrison, IT Director; Sam Crawford, IT Network Administrator; Jaime Cox, IT Specialist; Matthew Wells, Planning Administrator; Duncan Walser, Planning Technician; DJ Señeres, Stormwater Manager; and Susan Swaim, City Clerk.

Media Present: None.

Item 1. Call to Order.

Mayor Stone called the meeting to order. She shared that tonight the City is conducting a virtual meeting and welcomed everyone that may be watching via the City's YouTube channel.

Item 2. Invocation and Pledge of Allegiance.

Mayor Stone gave the invocation and Mayor Pro Tem Dorsett led those present in the pledge of allegiance to the flag.

Manager Holden explained the logistics of tonight's virtual meeting. He shared that if anyone would like to submit a comment on an issue not listed on the agenda, there is a form on the City's website (located within the agenda), which may be completed and submitted. Manager Holden advised that submitted comments will be reviewed for compliance with public comment guidelines, submitted to Council, and if approved, be included in the minutes. He further shared that if anyone had comments regarding a specific public hearing item on the agenda, there is a link located within the agenda for comments, and those comments, if approved, would be submitted to Council and included in the minutes. Manager Holden mentioned that public comments associated with the three public hearings on tonight's agenda will be accepted 24 hours after tonight's meeting with a deadline of 11:59 p.m. on February 24, 2021. He advised that Council will not take action on any of those public hearings until the public comment time has expired and any comments received have been reviewed and considered by Council. Manager Holden stated that Council will reconvene at 7:00 p.m. on Thursday, February 24th to consider any submitted public comments and to take action on those public hearing items.

Item 3. Council Action to Accept or Amend the Agenda.

Mayor Pro Tem Dorsett made a motion to accept the agenda as presented. The motion was seconded by Councilman Blackwell and was approved unanimously.

Item 4. Consideration of Consent Agenda: These items are considered routine, non-controversial, and are considered and approved by a single motion and vote.

- A. Approval of the Minutes for the January 26, 2021 City Council Meeting.
- B. Financial Summary Report.
- C. Audit Contract for Fiscal Year Ending June 30, 2021.
- D. Request to close Bonnie Place to traffic for SerCo's Spring Bash Food Truck Festival.
- E. Recommendation to Randolph County Commissioners to Appoint Joy Sparks as ETJ Member to the Planning Board.

Mayor Pro Tem Dorsett made a motion to approve the Consent Agenda as presented. The motion was seconded by Councilman Blackwell and was approved unanimously.

Item 5. Public Comment Time.

Manager Holden stated that due to the City Council meeting being held virtually, citizens were advised that public comments may be submitted by sending an e-mail via the Public Comments e-mail address, or by submitting an online Public Comment form located on the City's website and that all comments meeting the public comment guidelines would be read into the record.

Susan Swaim, City Clerk, stated that no public comments were received.

Item 6. Public Hearing (Continued from 1/26/21): Economic Development Agreement for Site Along Eden Terrace and Archdale Boulevard.

Manager Holden addressed Council on this item. He reported that one of the partners associated with this development project has made the decision to suspend their participation for the near future citing an increase in costs of materials. Manager Holden shared that he anticipates the project will return at a later date. He advised Council that at this time, no action is needed on this agenda item due to the suspension of the project.

Item 7. Public Hearing: Economic Development Incentive Agreement with Lancaster Customworks, Inc.

Manager Holden addressed Council on this item. He advised that Archdale based Lancaster Customworks, Inc. is seeking to expand their existing business and is considering locations in High Point and Archdale. Manager Holden shared that the City of Archdale and Randolph County would partner in this economic development project with the City contributing up to \$21,000 and the County contributing up to \$45,500 over the next five (5) years. He explained that a detailed agreement would be adopted

including necessary project milestones, in addition to clawbacks if those milestones are not met.

Mayor Stone opened the public hearing and asked if anyone would like to speak in favor or opposition of this economic development agreement.

Kevin Franklin, President of the RCEDC, joined the meeting through Zoom. Mr. Franklin stated that Lancaster Customworks, Inc. is currently located in Archdale and due to consecutive years of growth, is considering construction of a new building of up to 55,000 square feet. He shared that three sites have been identified with the top two contenders being a site on Archdale Road and a site in High Point. Mr. Franklin mentioned that the full investment in the project is anticipated to be nearly \$3.5 million. He stated that the company will retain the current fulltime workforce of 21 employees and plans to create more than 20 new jobs over a five year period with an average annual wage of at least \$46,000, which exceeds Randolph County's average private sector wage of \$37,865. Mr. Franklin stated that the RCEDC believes that this is a good economic development project and requests that City Council approve the incentive offer as an enticement for Lancaster Customworks, Inc. to expand and remain in Archdale and Randolph County.

Mr. Bill Lancaster, Lancaster Customworks, Inc., addressed Council. He shared his business has been in Archdale since 1997 and would love to keep his business in Randolph County. He further shared that many of their employees live in Randolph County and would like for Council to consider approving the proposed incentive offer. Mr. Lancaster offered to answer any questions about the project.

Susan Swaim, City Clerk, shared that no public comments had been received in regards to this public hearing.

Mayor Pro Tem Dorsett stated that Lancaster Customworks is committing to create at least 20 new jobs with an average annual wage of \$46,000 which is higher than the current average wage in Archdale with minimal investment from the City, in addition to retaining a business in Archdale.

Councilman Gray asked for clarification of proposed benchmarks which the company would be required to meet. Manager Holden shared that once a decision is made by the company on the expansion site, an agreement will be drafted which will incorporate benchmarks and timeframes for those benchmarks to be met. He clarified that the total potential cost to the City would be \$21,000 spread over a five (5) year period.

Mayor Pro Tem Dorsett made a motion to continue this public hearing until Thursday, February 25, 2021 at 7:00 p.m. so that Council may consider public comments which may be submitted between tonight and 11:59 p.m. on February 24, 2021. The motion was seconded by Councilman Gray and was approved unanimously.

Item 8. Public Hearing: Request by Geoff Head to rezone properties from R-10 (*Single-Family Residential*) to B-1 (*General Business*), for property located along North Main Street and Plummer Drive, being Randolph County Parcel #s 7718276700 and 7718275565.

Matthew Wells, Planning Administrator, addressed Council on this item. Mr. Wells advised that Geoff Head is looking to rezone these properties from R-10 (*Single Family Residential*) to B-1 (*General Business*). He shared that the property is approximately 1.03 acres and has road frontage along Plummer Drive and N. Main Street. Mr. Wells stated that the property is designated on the City's Future Land Use Plan for City Center and the rezoning request is consistent with that designation. He further stated the staff as well as the Planning Board recommend approval of the rezoning.

Mayor Stone opened the public hearing and asked if anyone would like to speak in favor or opposition of this rezoning.

Mr. Gary Snipes, Realtor, addressed Council. Mr. Snipes stated that he is available to answer any questions Council may have regarding the requested rezoning.

Susan Swaim, City Clerk, shared that no public comments had been received in regards to this proposed rezoning.

With no further discussion, Councilman Blackwell made a motion to continue this public hearing until Thursday, February 25, 2021 at 7:00 p.m. so that Council may consider public comments which may be submitted between tonight and 11:59 p.m. on February 24, 2021. The motion was seconded by Mayor Pro Tem Dorsett and was approved unanimously.

Item 9. Public Hearing: Request by Randy Reynolds of Future Foam, Inc. to rezone properties from R-40 (*Single Family Residential*) to M-2 (*Light Industrial*), for property located along Tom Hill Road and Arnette Drive, being Randolph County Parcel #s 7727367265 and 7717268671.

Duncan Walser, Planning Technician, addressed Council on this item. Mr. Walser reported that Randy Reynolds of Future Foam, Inc. is looking to rezone this property from R-40 (*Single-Family Residential*) to M-2 (*Light industrial*). He stated that the property is located south of multiple parcels that had been rezoned from R-40 to M-2 by the applicant in October 2020. Mr. Walser further stated that the property is designated on the City's Future Land Use Plan for Countryside which the rezoning request for Light Industrial is not consistent. He advised that however, due to the adjacent property's Light Industrial zoning, staff is in favor of the proposed rezoning. Mr. Walser stated that this rezoning if approved, will change the City of Archdale's Future Land Use Plan designation for this property. He shared that the Planning Board recommends approval of this proposed rezoning.

Mayor Stone opened the public hearing and asked if anyone would like to speak in favor or opposition of this rezoning.

Randy Reynolds, Future Foam, Inc. addressed Council. Mr. Reynolds explained that the property included in this proposed rezoning will be used by Future Foam for the cutting of foam material made at another facility. He stated that this facility will not be used to pour foam, will have no chemicals on site, and will have no emissions. Mr. Reynolds further stated that this is a very environmentally friendly operation and that all foam used to make product for this operation will be made at other facilities. Mr. Reynolds explained that this facility will use premade foam blocks and cut

those blocks into different sizes and shapes per customer orders. He thanked Council for their consideration of this rezoning request.

Susan Swaim, City Clerk, shared that two (2) comments had been received, one (1) from Kevin Franklin, President of RCEDC, as well as two (2) e-mails with attachments from Barbara Fulcher, all of which have been disseminated to Council members for review.

Manager Holden stated that anyone wishing to make a public comment to be included into the official meeting minutes will need to either submit a letter to the City's post office box listed on the City's website or complete the appropriate online form, which is linked to the agenda item. He further stated that Council will consider information received through e-mail or other forms, but only comments submitted by mail or through the appropriate forms available on the website, will be made part of the official minutes.

Councilman Glass questioned for clarification that should Council approve this rezoning request the applicant will not be allowed to produce foam at this facility. Manager Holden stated that he is correct - this facility will not be allowed to produce or manufacture any type of foam. He mentioned that the request is for Light Industrial zoning only and is not a request to build a structure on the property. Manager Holden stated that the zoning designation will remain with the property, no matter the owner of said property.

Mayor Pro Tem Dorsett stated that he wants to reiterate that a zoning designation remains with the property regardless of the owner of the property. Councilman Gray stated that he agrees with Councilman Dorsett and this request is for a rezoning only and that designation will remain with the property regardless of ownership.

Manager Holden shared that whether it be Future Foam or another owner who chooses to develop the property, they must complete a process involving the review of building plans, stormwater plans, etc. He stated that no building plans have been submitted to date and no formal project is under review, just simply the re-zoning of the land itself.

With no further discussion, Mayor Pro Tem Dorsett made a motion to continue this public hearing until Thursday, February 25, 2021 at 7:00 p.m. so that Council may consider public comments which may be submitted between tonight and 11:59 p.m. on February 24, 2021. The motion was seconded by Councilman Glass and was approved unanimously.

Item 10. Amendment to City Code Regarding the Appointment and Organization of the Planning and Zoning Board and Board of Adjustment.

Manager Holden addressed Council on this item. Manager Holden shared that at the current time, City Code requires the Planning Board and Board of Adjustment consist of one (1) member from each City ward. He mentioned that in January, Council authorized an agreement with Benchmark CMR to update the City's Zoning Ordinances, Subdivision Ordinances, and Construction & Development Guideline documents to allow and promote the styles of growth that *Plan Archdale* envisioned.

Manager Holden shared that with guidance from Benchmark, staff is recommending the requirement that the Planning Board and Board of Adjustment consist of one (1) member from each City ward be removed.

With no further discussion, Councilman Blackwell made a motion to amend the City Code regarding the appointment and organization of the Planning and Zoning Board and Board of Adjustment. The motion was seconded by Mayor Pro Tem Dorsett and approved unanimously.

Item 11. Application for Extension of Water & Sewer.

DJ Señeres, Stormwater Manager, addressed Council on this item. Mr. Señeres reported that the City has received an application from Christopher Cox to extend the public sewer system to service a proposed single-family minor subdivision consisting of five (5) lots abutting Sealy Drive and Oak Knoll Drive. He stated that a review of the request has been completed and it has been determined that it is feasible and may be designed by the applicants engineer. Mr. Señeres offered to answer any questions Council may have regarding this request.

Manager Holden clarified that the request is for sewer extension only, with three lots on Oak Knoll Drive being served by sewer.

Christopher Cox addressed Council through Zoom. Mr. Cox thanked Council for the opportunity to speak tonight and personally thanked Matthew Wells for his guidance in this process. He explained that his request is to extend sewer service at the corner of Sealy Drive and Oak Knoll Drive and that the system has been approved by DJ Señeres. Mr. Cox asked Council for monetary assistance for this project in the amount of \$13,292 with the total quote for the project being \$39,876. He stated that the sewer extension would actually service four (4) houses with those homes generating over \$2,000 in property taxes alone. Mr. Cox believes that the investment from the City would be paid back within 6 years. He shared that upon completion of the sewer project, he would sign over all rights to the system to the City including all necessary easements. Mr. Cox thanked Council for their time.

Manager Holden thanked Mr. Cox for his comments. He mentioned that funds allocated for water/sewer expenditures are in a fund specifically designated for water/sewer projects and that property taxes will not have an impact on that fund directly.

Mayor Pro Tem Dorsett asked if the water to these lots would be provided by Davidson Water. Mr. Cox stated that he is correct, Davidson Water will be the water provider. Mayor Pro Tem Dorsett shared that in the past, Council has approved water and sewer extensions but it has generally been at the developer's expense, with the occasional exception of projects including joint ventures involving grant monies, creation of jobs, etc. He further shared that he does not have a problem with extending the sewer service but does not want to set precedent on the City providing monetary assistance for water and sewer extensions.

Mr. Cox clarified that the two (2) homes facing Sealy Drive will have water and sewer service provided by Archdale with three (3) homes on Oak Knoll Drive having water provided by Davidson Water.

Councilman Gray stated that he also does not have an issue with approving the extension but is not inclined to approve the City providing monetary assistance with the extension project.

Councilman Gray made a motion to approve the extension for sewer service with no financial assistance from the City. The motion was seconded the Councilman Glass and approved unanimously.

Item 12. Additional Items.

Mayor Pro Tem Dorsett mentioned that the A/T Chamber of Commerce Awards program will be held virtually on Thursday, February 25th at 11:00 a.m. The program will be available for viewing on the Chamber's YouTube channel.

Manager Holden thanked the IT and Planning Department staff for the efforts involved in the broadcasting of tonight's meeting.

Manager Holden announced that the City applied for and was awarded a \$135,000 Asset Inventory and Assessment Grant to study the efficacy and condition of the City's sewer system. He shared that the study will provide much need information regarding future capital investment and expenditures.

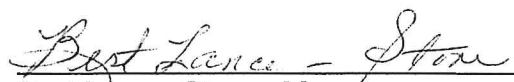
Item 13. Adjournment/Continuation.

With no further business, Mayor Stone continued the Tuesday, February 23, 2021 City Council meeting until Thursday, February 25, 2021 at 7:00 p.m.

Manager Holden stated that Council will reconvene on Thursday, February 25th at 7:00 p.m. to consider any comments received pertaining to the three (3) public hearings on tonight's agenda, and to take action on those items. This meeting will be broadcast on the City's YouTube channel.

ATTEST:


Susan T. Swaim, City Clerk


Bert Lance-Stone, Mayor



Public Hearing Comment Form (Received 2/22/21) – Agenda Item #9

First Name Kevin
Last Name Franklin
Address 176 N. Fayetteville St
City Asheboro
State NC
Zip Code 27203

Public Hearing Item Rezoning request for property located along Tom Hill Rd. & Arnette Dr. from R-40 to M-2

Comment Form On behalf of the Randolph County Economic Development Corporation, I would like to express support for Future Foam's rezoning request of the property along Tom Hill Dr. from R-40 to M-2. The property is well-suited for light industrial use due to close proximity to two Interstate Highways, utilities, workforce, and the existing industrial park. The property is adjacent to properties which were rezoned to M-2 in October of 2020 upon request by the same company, so the current request would be a natural extension of the prior approval.

Businesses are risk averse, and property that is not appropriately zoned for a business use introduces uncertainty. By rezoning this property now, a significant hurdle is removed so that development can happen on the company's timeline.

Industrial development, whether by Future Foam or another industrial client in the future, will have the positive impact of job creation and increased tax base, both of which are important to a successful and vibrant community.

Finally, supporting this rezoning request, which appears to be appropriate for the area based on Future Foam's anticipated use, sends a positive message that the city is business friendly and supportive of Future Foam and other established Archdale businesses.

For the reasons stated above, the Randolph County EDC encourages the Archdale City Council to support Future Foam's rezoning request of the Tom Hill Rd. property.

Respectfully,

Kevin Franklin
President, RCEDC

MINUTES
City of Archdale
City Council
Thursday, February 25, 2021
(Continued from Tuesday, February 23, 2021)
Virtual Meeting

Members Present: Bert Lance-Stone, Mayor; Lewis Dorsett, Mayor Pro Tem; Council Members: Roger Blackwell, John Glass, Larry Warlick, and Tim Williams.

Members Absent: Robert (Trey) Gray.

Others Present: Zeb Holden, City Manager; Beth Koonce, City Attorney; Jason Miller, Planning Director; John Harrison, IT Director; Sam Crawford, IT Network Administrator; Jaime Cox, IT Specialist; Matthew Wells, Planning Administrator; Duncan Walser, Planning Technician; and Susan Swaim, City Clerk.

Media Present: None.

Item 1. Call to Order.

Mayor Stone called the meeting to order. She shared that tonight's meeting is a continuation of the February 23, 2021 City Council meeting. Mayor Stone stated this is a virtual meeting and welcomed everyone that may be watching via the City's YouTube channel.

Manager Holden mentioned that three (3) public hearings were discussed during the February 23, 2021 City Council meeting of which no action could be taken by Council until 24 hours after those public hearings to allow for the submission of public comments.

Item 2. Public Hearing (Continued from 2/23/21): Economic Development Incentive Agreement with Lancaster Customworks, Inc.

Manager Holden reviewed this item with Council. He stated that this item is to consider entering into an economic development incentive agreement with Randolph County for the expansion of Lancaster Customworks, Inc. Manager Holden outlined the development project and advised that should the business choose to expand within Archdale, the City's contribution of up to \$21,000 would be spread over five (5) years upon meeting necessary milestones and benchmarks.

Susan Swaim, City Clerk, stated that no additional public comments were received regarding this public hearing.

Mayor Stone then closed the public hearing and turned the matter over to Council for discussion and possible action.

Mayor Pro Tem Dorsett mentioned that this company is currently located in Archdale and he would certainly like to see them remain here in Archdale/Randolph County. He

further mentioned that the company will create 20 additional jobs and the annual wage for those jobs is almost \$9,000 higher than the current average wage in Randolph County.

With no further discussion, Mayor Pro Tem Dorsett made a motion to approve an Economic Development Incentive Agreement with Lancaster Customworks, Inc. The motion was seconded by Councilman Blackwell and was approved unanimously.

Item 3. Public Hearing (Continued from 2/23/21): Request by Geoff Head to rezone properties from R-10 (*Single-Family Residential*) to B-1 (*General Business*), for property located along North Main Street and Plummer Drive, being Randolph County Parcel #s 7718276700 and 7718275565.

Manager Holden reviewed this item with Council. He shared that this rezoning request will bring said properties into conformance with adjoining property under single ownership.

Susan Swaim, City Clerk, stated that no additional public comments were received regarding this public hearing.

Mayor Stone then closed the public hearing and turned the matter over to Council for discussion and possible action.

With no further discussion, Mayor Pro Tem Dorsett made a motion to approve a request by Geoff Head to rezone properties from R-10 (*Single-Family Residential*) to B-1 (*General Business*), for property located along North Main Street and Plummer Drive, being Randolph County Parcel #s 7718276700 and 7718275565, and to adopt the associated consistency statement. The proposed rezoning is consistent with the Future Land Use Plan; the Future Land Use Plan has the property designated as City Center, designed to promote urban mixed-use development and adjacent moderate intensity residential neighborhoods; due to surrounding parcels being zoned B-1, this is an appropriate zoning for this area; and the parcels are along N. Main Street and Plummer Drive, and possess approximately 278 feet of road frontage. The motion was seconded by Councilman Blackwell and was approved unanimously.

Item 4. Public Hearing (Continued from 2/23/21): Request by Randy Reynolds of Future Foam, Inc. to rezone properties from R-40 (*Single Family Residential*) to M-2 (*Light Industrial*), for property located along Tom Hill Road and Arnette Drive, being Randolph County Parcel #s 7727367265 and 7717268671.

Manager Holden reviewed this item with Council. He reminded Council that Future Foam, Inc. is seeking to acquire this property to expand the portion of their business which cuts and distributes foam products. Manager Holden shared that some concern has been raised regarding issues of heavy industrial use of the property and those concerns have been distributed to each member of Council. He stated that the applicant has made the claim that their process will not involve heavy industrial use. Manager Holden shared that if this rezoning is approved, the property would not be eligible for the heavy industrial use which has been expressed as a concern.

Susan Swaim, City Clerk, stated that no additional public comments were received regarding this public hearing.

Mayor Stone then closed the public hearing and turned the matter over to Council for discussion and possible action.

Mayor Pro Tem Dorsett stated that this is just a rezoning request and the rezoning will be attached to the property regardless of ownership.

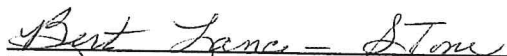
With no further discussion, Mayor Pro Tem Dorsett made a motion to approve the request to rezone property located along Tom Hill Road and Arnette Drive from R-40 (*Single-Family Residential*) to M-2 (*Light Industrial*) and to adopt the associated consistency statement. The proposed rezoning is not consistent with the Future Land Use Plan; the Future Land Use Plan has the property designated as Countryside; the subject property possesses approximately 920 feet of road frontage along Tom Hill Road; the property is conducive to industrial activity; property to the North also possesses the Light Industrial (M-2) zoning designation; the property is well-suited for light industrial use due to close proximity to two interstate highways, utilities, workforce, and the existing industrial park; and if the rezoning is approved, the Future Land Use Plan designation for the property will be amended to Industrial. The motion was seconded by Councilman Glass and was approved unanimously.

Item 5. Adjournment.

With no further business, Mayor Stone adjourned the continued Thursday, February 25, 2021 City Council meeting.

ATTEST:


Susan T. Swaim, City Clerk


Bert Lance-Stone, Mayor



MINUTES
City of Archdale
City Council
Annual Retreat
Training Room
Friday, February 26, 2021
Saturday, February 27, 2021

Friday, February 26, 2021

Members Present: Mayor Bert Lance-Stone, Mayor Pro Tem Lewis Dorsett, Roger Blackwell, John Glass, Robert (Trey) Gray, Larry Warlick, and Tim Williams.

Members Absent: None

Staff Present: Zeb Holden, City Manager; Lori Nurse, Finance Director (Virtual); Mark Barnhardt, Accountant (Virtual); Shannon Craddock, Police Chief; Jason Miller, Planning Director; John Harrison, IT Director; Lloyd Wilson, Public Works Director, Brian Clodfelter, Parks & Recreation Director; Don Eddins, Building and Grounds Director; David Jones, Police Captain; Mike Andrews, Police Captain, and Susan Swaim, City Clerk.

Others Present: None

Welcome

Mayor Stone welcomed everyone and stated that she appreciated everyone being here for the annual retreat. Mayor Stone turned the meeting over to Zeb Holden, City Manager. Manager Holden thanked everyone for coming today and outlined the agenda for the next two days. He shared that we will begin today with department heads presenting departmental updates along with CIP requests.

FY21 CIP Update and Proposed FY22 Capital Improvements by Department

Manager Holden asked Department Heads to present and discuss items included in their proposed FY22 budget and 5-year CIP.

Don Eddins, Facilities & Grounds Director, discussed the proposed FY22 and 5-year CIP items listed for his department. He shared that equipment-wise, his department is in great shape and his only equipment request for FY22 is for a zero-turn mower, and stated they are averaging replacing one (1) mower per year. He further shared that newer mowers have a nicer, more comfortable seat with shocks which creates less bodily stress. Mr. Eddins advised that his department will possibly be receiving a mini-excavator through a potential transfer of equipment from Public Works to Facilities & Grounds. He reviewed future projects including installation of new windows at the Library, possible AC replacement at Public Works, installation of new City corridor sign (TBD), installation of alarm system including monitoring for the Library and Senior

Center, as well as repairs to the Police Dept. facility due to water intrusion.

Lloyd Wilson, Public Works Director, discussed items on the proposed FY22 and 5-year CIP listed for his department. Mr. Wilson explained the need for a snow plow for the service truck as well as the design and construction of a new equipment shelter. Mr. Wilson outlined future CIP expenditures from the Water/Sewer Fund, Stormwater Fund, and Powell Bill Fund. He reviewed potential upgrade expenditures associated with pump station equipment, water system expansion, sewer system expansion, as well as expenditures associated with maintenance of the Eastside plant.

John Harrison, IT Director, discussed items included in his departments FY22 and 5-year CIP. He proposed IT equipment upgrades, phone system replacement, as well as storage and backup solutions. He further proposed the City evaluate providers of hosted or in-house services. Mr. Harrison shared information regarding data storage of Police Department video footage gathered from car/body/weapon video devices. Mr. Harrison explained the importance of system maintenance and renewal of security software subscriptions to ensure all IT systems remain secure.

Chief Shannon Craddock, Captain David Jones, and Captain Mike Andrews, APD, discussed items included in the Police Departments proposed FY22 budget and 5-year CIP. They included items such as replacement of 3 patrol cars, purchase of 2 additional patrol cars as needed, purchase of additional emergency response gear for 2 additional officers, as well as implementation of a body worn camera/in-car video combination program (phased in over a 3-year period). Additional proposed expenditures included the replacement program for Motorola handheld radios, e911 console upgrades, IT upgrades, possible K9 replacement (due to retirement), and costs associated with continuing facility maintenance repairs.

Chief Craddock shared that the past year has been extremely difficult for the law enforcement profession nationwide and especially between law enforcement agencies and their elected officials. He further shared that he is thankful and humbled by the relationship between his department with Council and appreciates their support. Council shared that they are appreciative for all APD does to keep our community safe.

Brian Clodfelter, Parks & Recreation Director, discussed proposed FY22 and 5-year CIP items listed for his department. Mr. Clodfelter introduced Lea Austin, Recreation Assistant, who assisted with development of this year's budget. He shared proposed facility improvements including the desire for a space needs study for future recreation center expansion to include engineering/architect involvement. Mr. Clodfelter further shared information on current and proposed projects including security system/cameras, lighting for new parking lot, ball field maintenance/fencing, gym floor refinishing and bleacher replacement, as well as greenway trail expansion and maintenance. He mentioned that the proposed budget includes the addition of an electronic sign at the Park entrance to provide citizens with information regarding programs/events scheduled at the Park, replacing the many banners currently used for that purpose. Mr. Clodfelter also discussed possible future PARTF grant application projects for Council. He thanked Council for their continued support of Park enhancements and future Park development.

What's Next with *Plan Archdale*!

After dinner, Manager Holden discussed items listed on the Planning & Zoning Dept. proposed budget and 5-year CIP including the integration of a citizen reporting software application as well as items related to the comprehensive planning process. Regarding *Plan Archdale*, he discussed specific action items listed within the Plan as a possible road map for implementation. Manager Holden introduced Vagn Hansen with Benchmark Planning, who will discuss ideas and methods for achieving goals listed within the Plan.

Mr. Hansen outlined four focus areas of the Plan and discussed with Council the process involved to begin implementation. He explained steps associated with funding, land acquisition, staff involvement, citizen involvement, as well as action needed from Council.

Discussion was had regarding the formation of committees, possible addition of a staff position, and other long-term strategies to spearhead the mission of accomplishing the goals of the Plan.

Council thanked Mr. Hansen for his report, his involvement with the development of *Plan Archdale*, and his guidance in the process of implementation.

Saturday, February 27, 2021

Members Present: Mayor Bert Lance-Stone, Mayor Pro Tem Roger Blackwell, Lewis Dorsett, John Glass, Robert (Trey) Gray, Larry Warlick, and Tim Williams.

Members Absent: None

Staff Present: Zeb Holden, City Manager; Lori Nurse, Finance Director (Virtual); Mark Barnhardt, Accountant (Virtual); Jason Miller, Planning Director, and Susan Swaim, City Clerk.

Others Present: None

Welcome

Mayor Stone welcomed everyone back to the second session of the retreat and stated that she appreciated everyone being here today. Mayor Stone then turned the meeting over to Manager Holden and he thanked everyone for coming this morning and for their attendance yesterday.

PTRWA Plant Update

Manager Holden introduced Greg Flory, PTRWA Executive Director. Mr. Flory provided Council with an overview of water plant operations as well as current and projected capital improvement projects. He reported that the water plant is participating in EPA pilot studies monitoring various emerging compounds and what is needed to remove those compounds if elevated to unacceptable limits. Mr. Flory discussed marina improvements and reported that during 2020 the marina experienced the highest

number of visitors since being open to the public. He mentioned issues and expenses associated with the clean-up of certain areas of the lake where items tend to collect and the possibility of partnering with the City on a clean-sweep project.

Mr. Flory shared information with Council pertaining to Archdale's current and future water allocation. He further shared information regarding the future expansion of the water plant estimated to occur between 2025 – 2027 with an estimated cost of \$15 - \$20 million dollars. Mr. Flory reminded Council that there was no water rate increase last fiscal year but after discussions with the PTRWA Board, he anticipates a rate increase of 2% this next fiscal year.

Manager Holden mentioned that in his opinion, Archdale has had disproportionate discolored water incidents over the last few years due to varying issues. He discussed the need to develop a program for on-going directional flushing which will help mitigate some of those issues. Mr. Flory discussed the advantages and issues associated with directional flushing and agreed that it would be beneficial to begin steps associated with developing such a program.

Discussion was had regarding available water connections with Davidson Water and High Point in case of an emergency with Archdale's connection to PTRWA. Further discussion was had regarding the possibility of another water tank in Archdale, current water pressure levels, water line study and mapping, and the continued partnership between Archdale and PTRWA.

Council thanked Mr. Flory for his report and the information he shared regarding PTRWA.

Water/Sewer Project Updates and Future Planning

Before beginning discussion on Water/Sewer Project Updates, Manager Holden discussed the proposed CIP expenditure for a customer service drive-through at City Hall. He explained that once City Hall is re-opened to the public, a drive-through window will minimize face-to-face employee/public contact. After further discussion, Council asked that staff explore the costs associated with adding a drive-through window at City Hall.

Manager Holden reviewed proposed Water/Sewer CIP expenditures associated with water/sewer system expansion, additional water connections, and water line upgrades/replacements associated with NCDOT projects. He advised Council of the need to upsize designated sewer lines in the Park along Mose Drive, and Park Drive. Manager Holden further advised of the possible need to upsize outfall piers to become compliant with updated state requirements and asked that Council consider funding for a pier outfall steel strength study.

Non-Residential Building Code

Manager Holden mentioned that currently, the City has a Minimum Housing Ordinance to address residential units, but the City has limited legal ability to address commercial property violations. He shared that the State has rewritten and clarified portions of the Planning & Zoning regulations and staff believes that the City will be able to administer

those regulations and/or adopt an ordinance to address commercial violations. Manager Holden indicated that staff would like to further research the newly clarified regulations to determine if those regulations would adequately address commercial property violations in Archdale.

Additional Items

Manager Holden mentioned that a number of years ago, PART built a park and ride lot at the intersection of I-85 and Hwy. 311. He stated that PART no longer services that lot and is not maintaining the property sufficiently. Manager Holden shared that the lot is owned by NCDOT and is part of the I-85 right of way. He mentioned that PART has inquired if the City would have an interest in the use of the lot. After further discussion, it was the consensus of Council to not pursue use of the PART lot at this time, unless NCDOT would deed it off.

Manager Holden discussed potential development projects with Council.

With no further discussion, Mayor Stone thanked staff for an informative retreat and thanked Council for their participation during the past two days. Mayor Stone then adjourned the 2021 City Council retreat.

ATTEST:

Bert Lance - Stone
Bert Lance-Stone, Mayor

Susan T. Swaim
Susan T. Swaim, City Clerk

